



U.S. CONGRESSMAN MO BROOKS

Proudly Representing Alabama's 5th Congressional District



MILITARY SERVICE ACADEMY NOMINATIONS CLASS OF 2025

U.S. Congressman Mo Brooks (AL-5)

Attention: Sandy Garvey, Service Academy Liaison

2101 West Clinton Avenue, Suite 302

Huntsville, Alabama 35805



MO BROOKS
U.S. HOUSE OF REPRESENTATIVES
Alabama's Fifth Congressional District

Dear Candidate:

Thank you for contacting my office regarding nominations to attend our nation's military Service Academies. Your decision to compete for an appointment to one of these institutions speaks to your high moral character and your selfless desire to serve our country. Due to the very limited number of candidates I can nominate to each Service Academy, I encourage you to contact both U.S. Senators Richard Shelby and Doug Jones about their nominations process as well.



As your Congressman, I am able to award nominations to the Tennessee Valley's best students to attend the U.S. Military Academy in West Point, New York, the U.S. Naval Academy in Annapolis, Maryland, the U.S. Merchant Marine Academy in King's Point, New York and the U.S. Air Force Academy in Colorado Springs, Colorado. As you may know, a nomination to one of the Service Academies is a prestigious honor. The honor of attending a service academy comes with an obligation and commitment to serve in the military for a minimum of five years upon graduation.

Appointments to the Service Academies are extremely competitive. Because of this, I would also encourage you to also consider applying to the U.S Coast Guard Academy, Officer Training Schools and Reserve Officer Training Corps (ROTC) program as those options do not require nominations. **Please remember that completed nominations packets must be submitted to my Huntsville district office no later than 5:00 p.m. CST on Thursday, October 29, 2020 to be considered for a Congressional nomination.**

If you have any further questions, please feel free to contact my Service Academy Liaison Sandy Garvey in my Huntsville district office at (256) 551-0190 or via email at sandy.garvey@mail.house.gov. I look forward to receiving your application for nomination.

Sincerely,

A handwritten signature in blue ink that reads "Mo Brooks".

Mo Brooks
Member of Congress
Alabama's Fifth District



GUIDELINES FOR NOMINATION TO U.S. SERVICE ACADEMIES

NOMINATIONS & APPOINTMENTS

A member of Congress may nominate up to ten candidates per vacancy and is not permitted to have more than five men or women in each academy at one time. Generally, a vacancy is created only by graduation. A nomination by Congressman Brooks does not guarantee an appointment to an academy.

Congressman Brooks has established a nomination advisory board that will review applications, interview prospective candidates and make final selection of Alabama 5th Congressional District nominees to be submitted to the academies. Nominations are based on a “whole person” evaluation. Factors such as academic achievement, extracurricular activities, leadership skills, physical aptitude, character and motivation are taken into consideration and compared with other applicants. Nominations will be determined using the competitive method with all nominees submitted unranked to the academies, allowing equal opportunity for each candidate nominated from the district.

Some academies will begin to notify candidates of their admission status as early as January. All offers of appointment are generally sent out by mid-April.

TIMELINE

January-October	Open pre-candidate file with the academies of your choice
Ongoing	Complete application with academies of your choice Receive information from academy to schedule medical exam with DoDMERB (Department of Defense Medical Review Board)
October 29, 2020	Deadline to submit complete application to the Huntsville district office of Congressman Brooks
November 2020	Interview with Service Academy Nomination Advisory Board
December 2020	Notification to those receiving nominations
January-May 2021	Await appointment notice by service academy

CANDIDATE CRITERIA

To be considered for a nomination, all candidates must meet the following criteria:

- Candidates must live in the 5th Congressional District of Alabama.
- Candidates must meet all Academy requirements.
- Candidates must be at least 17 years old, and not have passed their 23rd birthday by July 1 of the year of entry to the Military, Naval or Air Force Academies and have not passed their 25th birthday for the Merchant Marine Academy.
- Candidates must be unmarried, not be pregnant, and have no legal obligation for support to children or other dependents. Candidates must be a United States citizen by the Congressional Nomination application deadline date.

APPLICATION FORM

This form must be typed accurately and signed by the candidate. Please note that it is the responsibility of the candidate to also apply with each academy to which they are seeking a nomination.

RECENT PICTURE

Candidates should adhere recent, color picture in the space provided on the third page of the nomination application. We recommend that the applicant also include his/her name on the back of the photo should it become detached during the review process.

ESSAY QUESTIONS

Each candidate must submit answers to the following 2 questions. Answers must be single-spaced, typed in 12-point Times New Roman font and no longer than 1 page.

- Why would you like to attend a service academy? (200-word maximum)
- What is your proudest accomplishment from high school/college? Why? (200-word maximum)

LETTERS OF RECOMMENDATION

Candidates must submit three letters of recommendation in sealed and signed envelopes from adult non-family members. Possible letter writers include coaches, employers, teachers, guidance counselors, school principals, clergy, community leader, or scoutmaster. Forms may be obtained at <http://brooks.house.gov/service-academy-nominations>. It is the applicant's responsibility to ensure that these forms are completed and returned to you in a timely manner and included in your packet.

ACADEMIC TRANSCRIPTS

An official copy of the candidate's high school transcript is required. Candidates who have graduated from high school should send a college transcript in addition to their high school transcript. Transcripts should be mailed directly to my Huntsville district office.

STANDARDIZED TEST SCORES

To be considered for a nomination, you must have taken the SAT/ACT prior to October 2020 to meet the **October 29, 2020 deadline**. However, your test scores can be updated up to the time of your interview before the nominating board if your score is higher on a later test. You must have official copies of your scores sent to Congressman Mo Brooks' Huntsville office. Congressman Brooks' SAT code is 1226 and his ACT code is 7215.

RÉSUMÉ

Be sure to submit a current résumé which includes extracurricular activities, leadership positions, academic and athletic accomplishments, and other relevant awards and distinctions. Your résumé should be no longer than one page.

The deadline to submit completed nomination application packets is Thursday, October 29, 2020 at 5:00 p.m. Please mail or hand-deliver the completed application, including all required documents, to:

**U.S. Congressman Mo Brooks (AL-5)
Attention: Service Academy Nominations
2101 West Clinton Avenue, Suite 302
Huntsville, Alabama 35805**

ADDITIONAL INFORMATION

ACADEMIC QUALIFICATIONS

My office follows the academic requirements set forth by the Academies when making a nomination. Certain requirements are specified by current public law; however, the Academies look at the “whole person” when considering admission. Character, leadership, physical aptitude, medical fitness, goals and motivation are key components of a favorable evaluation for admission. The following are recommended areas of preparation and academic requirements:

College Preparatory Studies:

- Four Years: English, Mathematics (includes: Algebra, Geometry, Trigonometry)
- Three Years: Social Science (includes: History, Economics and Government)
- Two Years: Laboratory Science (includes: Biology, Physics and Chemistry)
- Two Years: Foreign Language (preferred)

Class Rank and Class Percentage:

Candidates must be in the top 40% of their senior class. However, the most successful candidates are in the top 10-20% of their class. We understand that some high schools do not rank students.

Standardized Testing:

Although the Academies do not establish minimums, candidates who score below the following will normally not be competitive:

- Military, Naval & Air Force Academies: SAT (560 Verbal, 600 Math)
- Merchant Marine Academy: SAT (500 Verbal, 550 Math)
- Military, Naval, Air Force and Merchant Marine Academies: ACT (22 Reading, 24 Math)

SAT & ACT TEST DATES

Standardized test scores are important elements of your application. For your application to be considered complete, you must either send an official copy of your scores or have the testing centers send your scores to my office. The codes for my office are: SAT: 1226, ACT: 7215. To meet this deadline, I suggest taking one or both as soon as possible and we highly suggest taking the test multiple times to improve your scores. The dates can be found on these websites:

<http://sat.collegeboard.com/register/sat-dates>

<http://www.actstudent.org/regist/dates.html>

EXTRACURRICULAR ACTIVITIES & LEADERSHIP

Participation and achievement in organized athletics, student body and class government, clubs and class extracurricular activities, scouting, JROTC, Boys/Girls State, church or other community-related activities demonstrate evidence of leadership potential. The greater level of involvement and leadership, the more points are awarded in your overall admissions evaluation with the Academy. The service academies consider it more valuable to achieve distinction in a specific activity, rather than participation in a few activities without any evidence of leadership. If you have a part-time job that affects your level of involvement in school activities, the Academies view your work experience as a demonstration of your leadership potential.

VACANCIES

Each U.S. Senator and Representative may have a maximum of five (5) nominees at each service academy charged to his or her office at any one time. A maximum of ten (10) nominees may be nominated for each vacancy. I make every effort to have a vacancy at each academy each year; however, this is not always possible.

DEPARTMENT OF DEFENSE MEDICAL EXAMINATION REVIEW BOARD

All Academies require students pass a Department of Defense Medical Examination Review Board (DODMERB). The Academy to which you apply will initiate the scheduling of an examination with the Department of Defense. Once taken, the examination may be used for all service academies. **A service academy medical examination must be passed before a candidate can be extended an offer of appointment.** The most frequently encountered problem areas include:

- Visual Acuity: All candidates accepted shall have an uncorrected visual acuity no poorer than 20/400 in either eye and must be correctable to 20/20.
- Color Vision: Color blindness, complete or partial, can be cause for disqualification.
- Asthma: Any history of asthma may also be cause for disqualification.

The Department of Defense Medical Examination Review Board (DODMERB)

8304 Edgerton Drive, Suite 132
USAF Academy, Colorado 80840-2200
(800) 841-2706 (scheduling)
(719) 333-3562 (status)
<https://dodmerb.tricare.osd.mil>



SERVICE ACADEMY CONTACT INFORMATION

If you have not already done so, you should open a pre-candidate file with the service academies that you desire to attend. We also encourage you to apply to all the Service Academies that you are interested in attending. Failure to contact the Service Academies and becoming an official candidate will automatically disqualify you for an official interview with my office. Applying to the Service Academy and applying for a nomination are processes that need to be accomplished concurrently. To obtain catalogs and other specific information on the individual academies, please contact them directly at the information listed below.

U.S. Air Force Academy

Admissions Office
2304 Cadet Drive, Suite 3100
Colorado Springs, CO 80840-5651
(800) 443-9266
www.usafa.edu



U.S. Merchant Marine Academy

Admissions Office
300 Steamboat Road
King's Point, NY 11024-1699
(866) 546-4788
www.usmma.edu



U.S. Military Academy

Admissions Office
606 Thayer Road
West Point, NY 10996-1797
www.usma.edu



U.S. Naval Academy

USNA Admission Office
117 Decatur Road
Annapolis, MD 21402-5018
www.usna.edu



Note: Congressional nominations are not required for the United States Coast Guard Academy (USCGA). If you are interested in attending the Coast Guard Academy, contact the Academy directly at:

United States Coast Guard Academy Admissions Office

31 Mohegan Avenue
New London, CT 06320-4195
(203) 444-8501; www.uscga.edu



FREQUENTLY ASKED QUESTIONS (FAQs) FOR THOSE SEEKING A CONGRESSIONAL NOMINATION

What is a nomination?

Each year Congressman Brooks receives many inquiries from students who wish to attend a U.S. Service Academy from Alabama's Fifth Congressional District. [Title 10 of the U.S. Code](#) establishes two types of nominations: a) Congressional, and b) military service-connected.

A student may seek a nomination from the following:

- Member of the U.S. House of Representatives who represents the congressional district in which the candidate resides
- Both U.S. Senators from his/her state
- Vice-President of the United States

Students whose parents are military service-connected may also apply for a Presidential nomination. For a Presidential nomination, apply after July 1st of the year prior to admission and before January 31st of the year of admission. For Vice-Presidential nominations, apply by October 31st of the year prior to admission.

Applicants to all service academies, except the United States Coast Guard Academy, are required to obtain at least one nomination by an official source. **The most successful candidates apply to all available nominating sources: Congressman Brooks, both Senators, Vice-President and President.** Students are encouraged to apply to all nominating sources for which they are eligible.

What are the basic eligibility requirements?

Each applicant for a nomination must meet the following eligibility requirements as of July 1st of the year of admission to an academy:

- You must be at least 17 years old, but not yet 23 years of age to the Military, Naval or Air Force academies and not yet 25 years of age for the Merchant Marine Academy.
- You must be a U.S. citizen.
- You must be unmarried, not pregnant, and without legal obligation to support children or other dependents.
- You must reside within the boundaries of the 5th Congressional District of Alabama.
- You must meet the medical, physical, and academic requirements of the Academy, in addition to possess good moral character.

Whom do I contact to request an application packet?

Students interested in applying for a nomination should contact Sandy Garvey at the Huntsville district office at 256-551-0190 or sandy.garvey@mail.house.gov in the spring of their junior year in high school. Congressman Brooks' application packet may be obtained at <http://brooks.house.gov>. Also, please note that it is extremely important that applicants complete the application process for each academy they are considering applying to.

What is the deadline for completing my applicant file?

The congressional nomination form and other required documents (see below) must be submitted to the Huntsville district office no later than **5:00 p.m. on October 29, 2020** to complete each applicant file.

What is a Letter of Assurance?

A Letter of Assurance (LOA) is a letter sent to the candidate from the Admissions Office by the Academy advising the Academy is offering a Conditional Appointment to the Academy provided the candidate successfully completes the application process, the medical review by the Department of Defense Medical Review Board (DoDMERB), the physical fitness assessment and receives an official nomination. Letters of Assurance are conditional and subject to review through the entire application process.

Candidates receive Letters of Assurance based upon outstanding ACT/SAT scores early in the process, in addition to other information the candidate has submitted to the Academy Admissions Office.

What happens after my file is complete?

Qualified applicants who have submitted all required documents **by 5:00 p.m. on October 29, 2020** will be scheduled for an interview with Congressman Brooks' Service Academy Nomination Advisory Board. Interviews will be conducted in late November/early December 2020 and nominations will be extended shortly thereafter.

What documents must be included in my applicant file?

A complete file consists of the following items:

- Congressional nomination form
- High school and, if applicable, college transcripts
- American College Testing Program (ACT) results and/or College Board Scholastic Assessment Test (SAT) results
- Résumé
- Essay
- Three (3) completed personal recommendation forms completed by adult non-family members (i.e. teacher, counselor, employer, coach, clergy, scoutmaster).
- Recent, color picture in the space provided on the third page of the nomination application

Why does Congressman Brooks use a nominating board?

This board evaluates applicants and recommends candidates for nomination. This well-qualified, non-partisan board will ensure a fair and impartial process. Most members of this Board are Academy alumni.

What criteria does the board use in selecting candidates?

Nominations are based on a "whole person" evaluation. Factors such as academic achievements, extra-curricular activities, leadership skills, physical aptitude, character, motivation and interview are taken into consideration and compared with other applicants.

What "method of nomination" does Congressman Brooks' office use?

Nominations will be determined using the competitive method with all nominees submitted unranked to the academies, allowing equal opportunity for each candidate nominated from the district. This method allows Congressman Brooks to nominate up to 10 qualified candidates for each available opening. The Academy itself will make the final selection.

How do I open an admissions file with the academies?

All students must contact the academies they are interested in attending directly to open an admissions file.

Is the application process the same for all of the service academies?

No. Although many of the qualifications are similar, each Academy has its own selection process for admittance. Applicants must complete the application process for each Academy that they are considering attending. Visit the Academy of your choice via the websites noted for each academy's admissions qualifications. Nominations are required for all except the U.S. Coast Guard Academy.

If I receive a nomination will I automatically be selected by the Academy?

No. You will be placed among a select group of nominees, and the Academy of your choice will make the final decision. If selected, you will receive an offer of admission (an appointment) directly from the Academy.

What if I choose more than one academy? Will I be limited to a single nomination?

No. It is possible to receive more than one nomination depending on how well you have competed among this year's pool of candidates. It is recommended to apply to at least two academies. It is also recommended to apply to both the Merchant Marine and Coast Guard academies in addition to the Air Force, Naval and Military academies. **The most successful candidates apply to at least three academies, thereby giving themselves the most option of earning an appointment.**

When will I know if I have been offered an appointment by an academy?

Some academies will begin to notify candidates of their admission status as early as January. All offers of appointment are generally sent out by mid-April. The Academies will award appointments after the candidate file is reviewed and the candidate is determined "fully qualified." Academies review files weekly, so it is in the candidate's best interest to have their file at the Admissions Office completed by early January.

How many service academies are there?

There are five. Three reside within the Department of Defense:

- The U.S. Military Academy at West Point, New York
- The U.S. Naval Academy at Annapolis, Maryland
- The U.S. Air Force Academy at Colorado Springs, Colorado

One resides within the Department of Transportation:

- The U.S. Merchant Marine Academy at Kings Point, New York

One resides within the Department of Homeland Security

- The U.S. Coast Guard Academy at New London, Connecticut

Can a family member submit letters of recommendation on my behalf?

No. All recommendations must come from outside of your immediate or extended family. Typical recommendations are from principals/teachers, counselors, scout leaders, clergy, employers and athletic coaches. All recommendations must be submitted in a sealed envelope signed across the flap and returned to the applicant for inclusion in his/her application packet.

Recommendations can also be mailed directly to Congressman Mo Brooks' Huntsville district office.

Do I have to have all the required paperwork collected before submitting it to Congressman Brooks?

No. You can either submit your entire candidate nomination packet to Congressman Brooks' office or you can choose to submit individual items as you receive them. Congressman Brooks' Service Academy Liaison, Sandy Garvey, will inform students of any items missing from their nomination packet before the deadline.

Does Congressman Brooks' office use SAT/ACT superscores?

Yes, Congressman Brooks' office uses SAT/ACT superscores in the nomination process. Superscoring means that our office takes your best section scores from all the test dates you submit. Because of this, it is highly recommended that students take the tests multiple times to improve your scores.

Please remember that for your application to be considered complete, you must either send an official copy of your scores or have the testing centers send your scores to my office. The codes for my office are: SAT: 1226, ACT: 7215.

For more information, please visit Congressman Brooks' website located at <http://brooks.house.gov>.



SERVICE ACADEMY NOMINATION APPLICATION PACKET CHECKLIST

CONGRESSIONAL NOMINATION FORM

This form **MUST BE TYPED**. Please remember to sign the form.

TRANSCRIPTS

Official transcripts from your most recent high school and, if applicable, college are required.

SAT/ACT SCORES

To be considered for a nomination, you must have taken the SAT/ACT prior to October 2020 to meet our **Thursday, October 29, 2020** deadline. However, your test scores can be updated up to the time of your interview before the nominating board if your score is higher on a later test. You must have official copies of your scores sent to Congressman Brooks' Huntsville office. SAT code is 1226; ACT code is 7215.

RECOMMENDATION FORMS

Three (3) completed personal recommendation forms in sealed and signed envelopes from adult non-family members are required. Forms may be obtained at <http://brooks.house.gov/service-academy-nominations>. **It is your responsibility to ensure that these forms are completed and returned to you in a timely manner and included in your packet.**

ESSAY QUESTIONS

Each candidate must submit written answers to the following 2 questions. Answers must be single-spaced, typed in 12-point Times New Roman font and no longer than one page.

- Why would you like to attend a service academy? (200-word maximum)
- What is your proudest accomplishment from high school/college? Why? (200-word maximum)

RÉSUMÉ

Be sure to submit a current resume (one page only) which includes extracurricular activities, leadership positions, academic and athletic accomplishments, and other relevant awards and distinctions.

RECENT COLOR PICTURE

Candidates should adhere recent, color picture in the space provided on the third page of the nomination application form.

For further information, please contact Sandy Garvey in my Huntsville district office at sandy.garvey@mail.house.gov or (256) 551-0190.

All documents must be received no later than 5:00 p.m. on Thursday, October 29, 2020 to complete each applicant's academy file.

